

STATE OF DELAWARE  
DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL

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ON-SITE SYSTEMS ADVISORY BOARD  
89 Kings Highway, Dover, DE 19901  
(302) 739-9948

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**Monthly Meeting Minutes**  
*February 1, 2017*

**Members Present:** Byron Jefferson, Jim Cassidy for Dave Schepens, Gerry Desmond, Tom Ryan, David Austin, Carol Evans, Bruce Bagley, Phil King

**Also Present:** DNREC staff: Dawn Dryden, Scott Eichholz

- ❖ Meeting began at 9:15 a.m.
- ❖ Tom made a motion to accept the amended agenda items; Carol seconded, all agreed.
- ❖ January 4, 2017 Meeting Minutes reviewed; Tom made a motion to approve; Gerry seconded, all agreed.
- ❖ License Applications:

<i><b>Applicant Name</b></i>	<i><b>License Type</b></i>	<i><b>Approved</b></i>	<i><b>Denied</b></i>	<i><b>Motion By</b></i>	<i><b>2<sup>nd</sup> By</b></i>	<i><b>All In Agreement</b></i>
Allen Thompson	A	X		Gerry	Carol	X
Jocelyn Wardrup	D.1	X		Bruce	Phil	X
Kevin Collins	E.1	X		Carol	David	X
Dennis Gwinn	F	X		Tom	Gerry	X

- ❖ Charles Webb (Class A,B,E,F,H #2386)

Scott gave overview for Mr. Webb's requested appearance; (Issue #1) Manager's warning for 301 Bethel Circle; no Class H inspection submitted; Charlie explained that the real estate agent that he was working with was a fire fighter and had limited availability; Mr. Webb also explained that he wasn't able to get in to the home to run water or check for water conditions, etc. and feels the inspection was incomplete and would not be required to submit the inspection report; Scott explained that he could submit the report and add in the comments any notes and no signature obtained; Scott read the complaint letter from property owner; Weaver's Sanitation has submitted a Class H inspection; (Issue #2) Manager's Warning for 506 House School Road, Bear, Mr. Webb installed a septic tank without a permit in November 2016; Scott explained at this time a permit has not been submitted; Mr. Webb explained his health issues and said things get confusing at times; David Austin asked if the property had settled yet, Mr. Webb confirmed that the property had been sold; Mr. Webb agrees that the needs to

obtain new property owner's signature on permit application; Scott explained that he does not have a recommendation however the OSSAB should address any disciplinary actions deemed necessary; Mr. Webb explained that he felt the need to replace the tank was an emergency and that he didn't want to inconvenience his client during the holidays; Scott explained that this did not constitute an emergency; board discussion; Scott presented summary in Mr. Webb's license file which listed twelve (12) manager's warnings since 2006 and four (4) requested visits to OSSAB meetings; Mr. Webb explained that his daughter, whom has a Class E license, and grandson would be taking over his business within the next three months; Jim made a motion to recommend a one (1) year suspension of Mr. Webb's Class E & H license; Phil seconded; discussion; all agreed; Tom suggests that Mr. Webb remain in a supervisory role and explained that his quality of work is not an issue; Mr. Webb left meeting at @10:15 am.

❖ Continued Education Training (CET's):

- DNREC, Division of Water
  - Spray Irrigation Committee - TBD - *Approved, hours TBD*
- United Site Services:
  - Distracted Driving - 1 hr; *Approved*
  - General Fire and Safety/Extinguishers as it relates to Portable Sanitation Business - 1 hr; *Approved*
  - Rear End Collision & Sideswipes as it relates to Portable Sanitation Business - 1 hr; *Approved*
  - Backing Training as it relates to Portable Sanitation Business - 1 hr; *Approved*
  - DOT Log Book and Record of Duty Status as it relates to Portable Sanitation Business - 1 hr; *Approved*
  - Pedestrian Safety as it relates to Portable Sanitation Business - 1 hr; *Approved*
  - Rear View Camera and Monitor as it relates to Portable Sanitation Business - 1 hr; *Approved*
  - Cell phone Use in a Commercial Vehicle - 1 hr; *Approved*
  - DOT Roadside Inspections as it relates to Portable Sanitation Business - 1 hr; *Approved*
  - Proper Incident Reporting as it relates to Portable Sanitation Business - 1 hr; *Approved*
  - Rollover Prevention as it relates to Portable Sanitation Business - 1 hr; *Approved*
- Waste Masters Solutions:
  - Smith System Driver Training - 8 hours; *Approved for 8 hours, all licensees*

- ❖ Enforcement:
  - None to report
- ❖ Next scheduled meeting on March 1, 2017.
- ❖ Meeting adjourned at 10:25 a.m.

  
Prepared By Dawn Dryden

  
Approved By Byron Jefferson

